



HEADQUARTERS, UNITED STATES FORCES, KOREA
UNIT #15237
APO AP 96205-0010

REPLY TO
ATTENTION OF:

08 FEB 2001

FKJ1-J

**MEMORANDUM FOR Commander-in-Chief United States Pacific
Command, ATTN: J1, Camp Smith Hawaii
APO AP 96861-4028**

**SUBJECT: USFK Policy on Non-Command Sponsored Dependents Travelling
Space-Available to Korea**

1. Reference USFK J1-J, memorandum, Non-Command Sponsored Dependents Traveling Space Available, 4 Oct 00.
2. Reference announced USFK's intention to be included in the space-A travel opportunities being offered by TRANSCOM to non-command sponsored dependents. Enclosed is USFK's policy. Pending your coordination with TRANSCOM and their subsequent announcement of USFK's inclusion in the program, this policy will undergo command-wide implementation.
3. My point of contact is Mr. Casimir Nitkowski, Chief, J1 Joint Manpower Division, DSN: 723-3237, E-mail: nitkowski@usfk.korea.army.mil.

Encl
USFK Policy Memo


DANIEL R. ZANINI
Lieutenant General, USA
Chief of Staff

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**HEADQUARTERS, UNITED STATES FORCES, KOREA**UNIT #15237
APO AP 96205-0010REPLY TO
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MEMORANDUM FOR SEE DISTRIBUTION**SUBJECT: U.S. Forces Korea Policy on Space Available Travel Privileges for Non-Command Sponsored Dependents, Policy Letter # 027****1. References:**

a. USCINTRANS, msg, 211404Z Apr 00, subj, Space Available Travel Procedures for Non-Command Sponsored Dependents

b. Commander, U.S. Forces Korea, memo, 4 Oct 2000, subj, Non-Command Sponsored Dependents Traveling Space Available

2. Reference (b) rescinded Korea's intent for non-participation in the space available travel privilege announced in reference (a). As per reference (a), request implementation of the Space Available Travel Privilege for Non-Command Sponsored Dependents for the Korean peninsula.

3. Command policy in instituting this program is as follows:

a. Approval Authority. Brigade/Wing Commanders or headquarters staff equivalent (O-6 minimum) endorsement will be the final approval authority. The enclosed memo from the unit commander will be used for individual requests.

b. Visits. Dependent visitation is limited to active duty members serving an unaccompanied PCS overseas tour. Non-command sponsored dependents will be authorized one 30 day visit per 365 day period. Extensions will not be authorized.

c. Flights. Non-command sponsored dependents will be limited to DoD flights to and from the U.S. (including territories) and any aerial port of debarkation within the Republic of Korea. It will be the sponsor's responsibility to provide, at his/her expense, transportation to and from arrival/departure points. Sponsors must be aware of the potential for non-availability of space-A seating and plan accordingly based on peaks and lulls of the space-A system. Dependent travelers must have adequate funds for commercial travel back to their CONUS point of travel origination.

d. Passports/Visas. Passports are required for all dependents visiting the Republic of Korea. Visas are not required for visits of 30 days or less.

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e. Lodging. Dependents may reside in the sponsor's on-base accommodations, BEQ/BOQ only, provided the provisions of local housing policy are met and prior coordination with the sponsor's respective chain of command has occurred. Billeting exists at various installations in Korea though limited to non-existent in dependent restricted areas. Sponsors should check billeting availability prior to making travel arrangements. Hotels are generally available in the vicinity of most installations on the peninsula.

f. Medical. U.S. military hospitals exist at Yongsan Army Garrison (Seoul) and Osan AB. Clinics provide health services at most other installations in Korea. The limited scope of health care facilities may impose problems for those non-command sponsored dependents currently under a doctor's care or requiring continuing medical attention. Sponsors are strongly encouraged to consider the following conditions prior to making a determination as to whether to request visitation of non-command sponsored dependents:

- (1) Prior disapproval of dependent accompanied overseas medical screening
- (2) Enrollment in the Exceptional Family Member Program (EFMP)
- (3) Open family advocacy cases
- (4) Non-routine dental care (limited orthodontic/specialized dental care)
- (5) Drug/alcohol abuse or drug related offenses
- (6) Psychiatric disorders
- (7) Pregnancy

Non-command sponsored dependents are required to bring:

- Family medical records or a complete copy
- A supply of all prescribed medications to last the entire visit since the availability of certain pharmaceuticals may be limited

Sponsors should ensure dependents are aware of the 1-800 telephone number of the TRICARE Service Center in their region. For TRICARE assistance while in

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Korea contact the TRICARE Service Center claims office on Yongsan Garrison at DSN 736-7236.

4. Expanding the space available policy to allow non-command sponsored dependents travel to their sponsors unaccompanied duty location is a significant quality of life enhancement for service members stationed in Korea. Commanders at all levels should help facilitate the military member's request as much as possible. The sponsor will bear sole responsibility for the health and welfare of his/her dependents while they are visiting the Republic of Korea. On arrival of dependents, sponsors should notify their unit NEO representative as well as unit ration control representative if temporary access to commissary/exchange facilities is desired. Sponsors are encouraged to direct their dependents to U.S. State Department www.travel.state.gov and U.S. Embassy, Seoul (usembassy.state.gov/seoul) websites for the latest information on travel to Korea. We've been afforded an excellent opportunity to minimize the effects of one of the biggest complaints against short tours--family separation. The success of this program is incumbent upon all concerned being actively engaged throughout the entire process.

5. U.S. Forces Korea proponent is the J1 Policy and Programs Branch, Joint Manpower and Organizations Division, DSN 723-3237.

FOR THE COMMANDER IN CHIEF, UNC/CFC, AND THE COMMANDER USFK:

DANIEL R. ZANINI
Lieutenant General, USA
Chief of Staff

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USA Material Command Logistics Support Activity, ATTN: AMX-LA-FE,
APO 96205-0066
USAFCS-KOREA, ATTN: FKJA, APO 96205-0084
Military Sealift Cmd Ofc, Korea, ATTN: XO, APO 96259-0264
Defense Commissary Agency Northwest Pacific Region, Korea Zone Manager,
ATTN: DECA-WP-KOR-ZM, APO 96205-0088
Defense Energy Support Center - Taegu, APO 96218-0171
Defense Logistics Agency, ATTN: DPAC-K, APO 96205-0689
Field Operation Base-Korea, APO 96205-0076
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AFKN, ATTN: SFPA-AFKN, APO 96205-0097
Det 1, PACAF AIRPS, APO 96276-5000
2nd Maintenance Co (TMDE), ATTN: AMSMI-TMDE-GP-K, APO 96460
837th Transportation Battalion, ATTN: MTPAC-PU-A, APO 96259-0268

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